



DEPARTMENT OF THE AIR FORCE
HEADQUARTERS AIR RESERVE PERSONNEL CENTER

ARPCM 08-17
07 Aug 08

MEMORANDUM FOR MPF/MPE LEADERSHIP

FROM: HQ ARPC/DPBB
6760 E Irvington Place #2010
Denver CO 80280-2010

SUBJECT: Release Instructions FY09 Air Force Reserve Line and Health Professions
Lieutenant Colonel Promotion Selection Boards – V0509B, W0509B, U0509B

1. Attached are alphabetical listings of the Air Force Reserve officers selected or non-selected for promotion to the grade of lieutenant colonel (attachments 1 through 4). The selection boards convened in accordance with Title 10, U.S.C. and AFI 36-2504 at Headquarters Air Reserve Personnel Center (HQ ARPC).
2. **Public release is 14 August 2008, first duty hour.** Please do not inform officers of their status until public release date. Until that time, all attachments are "For Official Use Only" and may be seen only by those officials responsible for administrative processing of the lists. In accordance with the Privacy Act of 1974, disclosure of the select list containing Social Security Numbers (SSNs) without the consent of **all** individuals on the list is an invasion of privacy. As a result, the lists **cannot** be publicly displayed until the "For Official Use Only" designation and SSNs are removed.
3. Officers **not** selected for promotion by the mandatory board are considered "to have failed of selection for promotion" as defined by Title 10, U.S.C. Sec 14501. Those officers are identified at attachments 2 and 4. Officers who have been twice deferred for promotion will receive a letter from HQ ARPC/DPP identifying their mandatory separation date or other options as applicable. The non-select lists are provided to permit full accounting for all candidates and **cannot be displayed or released at any time.**
4. Military Personnel Flights (MPFs) and Military Personnel Elements (MPEs) are responsible for extracting the select/non-select listings from the Air Force Promotions (AFPROMS) system and furnishing unit commanders the names of their officers selected and non-selected for promotion prior to the public release date. The complete select/non-select listings are also available on the ARPC Selection Board Division – Restricted Community of Practice. Refer to ARPCM 07-20 for guidance on requesting access for authorized individuals. There are various ways to pull the select/non-select listings, so we encourage you to ensure you have accounted for all candidates supported by your base. Commanders are required to notify those candidates as well as continue to evaluate officers selected and ensure propriety of promotion. If it becomes appropriate to involuntarily delay an officer's promotion or to remove an officer's name from a

select list, comply with AFI 36-2504, chapter 7. Such actions must be initiated prior to effective date of promotion. Should voluntary delay of promotion be appropriate, see AFI 36-2504, chapter 8.

5. The commander may notify an officer's civilian employer of his or her selection for promotion (AFI 36-2504, para 5.7) at the discretion of the selected officer.

6. The Date of Rank (DOR) and Promotion Effective Date (PED) for officers selected from the mandatory board will be the date the officers complete the required time in grade (TIG), 7 years for lieutenant colonel, signature by the approval authority, or 1 October 2008, whichever is later. Those officers selected may receive accelerated promotion if they satisfy the eligibility requirements in AFI 36-2504, paragraph 6.5. Forward the request to HQ ARPC/DPBPE to arrive not later than 2 business days before the proposed DOR. Address questions to DSN 926-6398. If HQ ARPC/DPBPE determines the officer is not qualified for accelerated promotion, the senior rater will be notified.

7. Attachment 3 to this letter reflects those officers selected for PV promotion. The PED and DOR for PV selectees will be the date the officers complete the required 5 years TIG, public release of the results, or signature by the approval authority, whichever is later. For the PV promotion to be effective, officers must be assigned to the position for which recommended. Selectees not in the position for which recommended will be removed from the select list.

8. Unless withheld, an officer selected for promotion is considered to have accepted the promotion on the PED unless the officer expressly declines the promotion. An officer must submit a declination statement IAW AFI 36-2504, chapter 8 no later than 2400 hours on the day before the PED.

9. Orders announcing the promotion will be published and distributed in accordance with AFI 36-2504, paragraph 5.12 including orders for Limited Extended Active Duty (LEAD) officers selected by Reserve Active Status List (RASL) promotion boards. Requests for missing orders should be addressed to HQ ARPC/DPSS

10. First-time non-selected Air Force Reserve officers will be advised by letter from HQ ARPC/DPB in addition to the notification by their immediate commander.

11. Officers twice deferred will be notified of their non-selection (HQ ARPC/DPP) and receive a mandatory separation date effective the first day of the seventh month after the month the approval authority approved the results of the promotion board, or after reaching 20 years commissioned service, whichever is later.

12. Attachment 5 contains the results of those special selection and special boards held during this promotion board. Please notify the officers of their select/non-select status and projected DOR.

13. A listing of all officers who served on the board is listed at attachment 6. A statistical summary is listed at attachment 7. This data and an alphabetical list of selects will be posted to the HQ ARPC Web site located at <http://www.arpc.afrc.af.mil/library/factsheets/factsheet.asp?id=7961> no later than the day after public release.

14. Active Guard/Reserve (AGR) officers require HQ USAF/REAMO approval prior to assuming the grade. Use the attached sample *AGR Promotion/AGR Accelerated Promotion Request* (attachment 8) to process the request. HQ ARPC/DPBPE will publish all promotion orders in accordance with AFI 36-2504, paragraph 5.12. Requests for missing orders should be addressed to our Reserve Personnel Contact Center, Toll Free 1-800-525-0102.

15. In support of the initiative to use the Oath of Office as an option during an officer's pin-on ceremony, a copy is provided at attachment 9.

16. The code listed in the COMP CAT (competitive category) column on the select and non-select lists are defined as follows:








A - LINE	N - NURSE CORPS
D - DENTAL CORPS	S - MEDICAL SERVICE CORPS
M - MEDICAL CORPS	W - BIOMEDICAL SCIENCE CORPS

17. Action office is HQ ARPC/DPBB, Commercial 1-800-525-0102, or e-mail ARPC.DPBBDL@ARPC.DENVER.AF.MIL.

//signed//

SUSAN A. WHEATLEY, Major, USAF
Chief, Selection Board Division

Attachments:

1. Select List, FY09 Air Force Reserve Lieutenant Colonel Promotion Selection Board 
2. Non-select List, FY09 Air Force Reserve Lieutenant Colonel Promotion Selection Board 
3. Select List, FY09 Air Force Reserve Position Vacancy Lieutenant Colonel 
4. Non-select List, FY09 Air Force Reserve Position Vacancy Lieutenant Colonel 
5. Special Selection and Special Board Results 
6. Board Members 
7. Statistical Data (Eligibility Criteria/Quotas and Race/Ethnic Profile Data) 
8. AGR Promotion & Accelerated Promotion Request Sample Letter
9. Oath of Office

AGR PROMOTION/AGR ACCELERATED PROMOTION SAMPLE MEMORANDUM

SAMPLE AGR PROMOTION/AGR ACCELERATED PROMOTION (You may complete this request via memorandum or by email)

MEMORANDUM FOR (Senior Rater)

FROM: (Commander)

SUBJECT: AGR Promotion Request or AGR Accelerated Promotion Request

1. (Grade)(name), (SSN), (PAS) was recommended for promotion to (new grade) by the FY (insert the title of the board) that convened on (insert convening date of board).
2. This officer has demonstrated the ability to perform in the grade of (new grade) and (will be/has been) assigned to a (new grade) position, (position number) (auth grade), effective (date assigned to position) that has been determined to be a valid vacancy IAW AFI 36-2504.
3. In accordance with Title 10 U.S.C. Section 14308(e)(1) and AFI 36-2504, I recommend promoting (grade)(name) to the Reserve grade of (new grade).

(signature)
(Signature Block of Commander)

Attachment:
Manning Document

1st Ind, (Senior Rater)

TO: HQ AFRC/A1BB (Unit AGRs and HQ AFRC assigned Lt Col Selects and below)
or HQ USAF/REAMO (Other MAJCOM Assigned AGRs and all AGR Col Selects)
or NAF (when applicable)

The request to promote (grade, name) to the Reserve grade of (grade) is recommended for a DOR of _____ with an effective date of _____. (Insert future date - allowing final approval authority time to approve **prior** to proposed effective date.)

(signature)
(Signature Block of Senior Rater)

AGR PROMOTION/AGR ACCELERATED PROMOTION SAMPLE MEMORANDUM

(For NAF/CC Concurrence, when applicable)

2nd Ind, (appropriate NAF)

TO: HQ AFRC/A1BB

I concur with the request to promote (grade, name) to the Reserve grade of (grade) with a DOR of _____ and an effective date of _____. (Insert a future date - at least 2 workdays prior to requested effective date.)

(Signature)

(Signature Block of Senior Rater)

Note: HQ AFRC/A1BB will forward request to AF/REAMO for end-strength verification. Upon favorable verification, A1BB will then forward promotion request to CV for approval, then to ARPC/DPBPE for update and publication of promotion orders.

**FY09 AIR FORCE RESERVE LINE AND HEALTH
PROFESSIONS LIEUTENANT COLONEL
PROMOTION SELECTION BOARDS**

OATH OF OFFICE

I, _____ having been appointed a _____,
(NAME) (GRADE IN WHICH APPOINTED)

United States Air Force, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties of the office upon which I am about to enter, so help me God.